

## **PUSD COVID-19 Testing Implementation Plan - 4.01.21**

### **State Program Objectives:**

#### **(COVID-19 K-12 School Testing Considerations Information 1-14-21)**

- Continue to grow testing capacity to meet Californians' testing needs.
- Improve accessibility of testing so individuals can obtain tests when appropriate
- Ensure cost sustainability of testing for individuals, healthcare stakeholders, and the state budget over time.
- Increase equity in the distribution of tests by reaching communities most affected by the pandemic.

### **PUSD Program Objectives:**

- Provide access to testing for all individuals who are exposed to a COVID-19 case, and in the case of multiple infections or a major outbreak within the school as the basis for further control measures
- Implement regular workplace testing for employees in the higher-risk exposed work areas
- Implement required testing of student athletes in accordance with state and local guidelines: <https://www.cityofpasadena.net/public-health/wp-content/uploads/sites/32/Youth-Sports-Reopening-Protocol.pdf?v=1617049041329>
- Test samples of the PUSD employee population to monitor the spread of COVID-19 among certain schools, divisions, and departments

### **Protocol for handling students and staff who become ill at school**

Staff at each PUSD school site will monitor students and staff throughout the day for signs of illness. Students or staff who display COVID-19 symptoms (fever, cough, fatigue, or shortness of breath) will be sent home immediately.

If a student becomes sick, the supervising staff member needs to notify the Health Office or site administrator. The student who displays COVID-19 symptoms will be placed immediately in the isolation area until they can be transported home. The nurse, health clerk, or administrator will contact the parent and instruct them to pick up their child outside the front office. Parents will need to call the front office upon arrival and the student will be walked out to the car. Parents will not be allowed to enter the campus to pick up their child. Testing and consulting with a primary physician are recommended.

If a staff member becomes sick, they will be instructed to go home and self-isolate. If they need to wait for a ride home, they will be instructed to go to the Isolation/Care area to wait. Testing and consulting with a primary physician are recommended.

If staff or students think or know they had COVID-19 and had symptoms, they may return to school after:

- 10 days since symptoms first appeared and
- 24 hours with no fever without the use of fever-reducing medications and
- other symptoms of COVID-19 are improving

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>

If an employee or student is sent home with symptoms and DOES NOT have a known COVID-19 close contact, they can return to school with a negative test results and once symptoms have improved.

**PUSD Testing Administrative Team:**

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**Target Audience:** PUSD employees and PUSD students

**Testing Purpose:** Surveillance and exposure

**Testing Strategy:** The following testing schedule is required according to the LA County tier assignment; however, the PUSD BOE has directed staff to conduct weekly surveillance testing throughout the month of April. After April, PUSD will follow the requirements under the County tier assignments below.

	Yellow	Orange	Red	Purple	Purple >14
<b>Staff</b>	Symptomatic and response testing	Symptomatic and response testing	Symptomatic and response testing  Every 2 weeks asymptomatic testing	Symptomatic and response testing  Every 2 weeks asymptomatic testing	Symptomatic and response testing  Weekly asymptomatic testing
<b>Students K-12</b>	Symptomatic and response testing	Symptomatic and response testing	Symptomatic and response testing  Every 2 weeks asymptomatic testing	Symptomatic and response testing  Every 2 weeks asymptomatic testing	Symptomatic and response testing  Weekly asymptomatic testing

*Symptomatic Testing: testing for individuals with symptoms of COVID-19*

*Response Testing: testing used to identify positive individuals with known or suspected exposure to an individual infected with COVID-19*

*Asymptomatic Testing: testing used for surveillance to determine district level in-school transmission rates*

Surveillance Testing for Asymptomatic Staff (*Asymptomatic Testing*): To ensure the safety of students and staff, the surveillance testing program will be implemented. While in the deep purple tier, all staff members required to be on campus will participate in surveillance testing on a weekly basis. While in red, orange, and yellow tiers, surveillance testing is voluntary and made available to staff and students.

During the one designated week, all teachers, support staff, and administrators will receive a testing kit from Quest Diagnostics at their home address on record. The Quest Diagnostics direct-mail program allows employees to self-collect their sample in the safety of their home. The employee self-collects with a swab that only goes ½ an inch inside each nostril. The employee ships their sample back to Quest Diagnostics via the pre-paid FedEx mailer. COVID-19 test results are available within approximately 2 days from the date the sample is collected. Employees can retrieve their results from the Quest Diagnostics site. Subsequent testing procedures for the remaining weeks of the school year will occur on site or at the PUSD Primary Health Clinic depending on the LA County tier assignment.

On-site surveillance testing materials will be provided by Valencia Lab. Each school site will have a designated day to conduct surveillance testing. Staff will have to register with the COLOR system and make an appointment prior to testing. Staff who will be provided with a self-administered PCR test on site to be administered under the supervision of a nurse. If staff is not able to make an appointment on the assigned day for the school, they can come to the PUSD Health Clinic for testing. Students under 12 years will be assisted by the nurse or parent to complete their testing kit. Results will be received within 24 - 48 hours.

Response Testing:

Any open PUSD school will provide the minimum testing requirement standards established by Cal/OSHA's [COVID-19 Emergency Temporary Standards](#) in the event of an exposed case and outbreak. Response testing and outbreak testing will be provided until no longer considered an outbreak.

Testing materials for response testing will be provided by the CDPH and Valencia Branch Laboratory. Once exposure or outbreak is determined by the Site Compliance Team and Pasadena Public Health Department (PPHD), staff and students will be provided with assistance to register with the Color system and given a self-administered PCR test on site to be administered under the supervision of a nurse. Results will be received in 24 - 48 hours.

Symptomatic Testing:

Students or staff who display COVID-19 symptoms (fever, cough, fatigue, or shortness of breath) will be sent home immediately. Symptomatic testing and consulting with a primary physician are recommended. Symptomatic testing is available to PUSD staff and students by appointment through the PUSD Primary Health Clinic, 626-396-3600 xt 88180, and through the ChapCare clinic located at

1595 N. Lake Ave., Pasadena. To register for the ChapCare Clinic use this link:  
<https://hi.care/covidtesting>.

**Testing Students and Parental Consent:**

*From CDPH Testing Considerations for LEAs and School Communities:*

The testing approach for students includes the option of supervised self-collection for students in any grades, which has demonstrated feasibility and acceptability even in the youngest groups.

Because SARS-CoV2 is recognized as a communicable disease, which is required to be reported, California state law provides that minors 13 years, and older can consent to diagnosis and treatment of COVID-19. Accordingly, for students under the age of 13, the parent or guardian must provide consent, and use their email/phone to obtain results. A parent or guardian can receive their results on behalf of a child (ages under 13) when they provide onset on behalf of that child.

Students ages 13-17 may consent on their own and receive results through their own contact information or through their parent’s contact information. Consent can be obtained once through the school for the duration of the testing program throughout the school year. Consent can be gathered from parents and from school staff using the technology platform engaged by the state.

On-site Asymptomatic Testing Schedule:

April 12 - 16: On site testing for elementary staff

April 19 - 23: On site testing for elementary staff, At home testing for secondary staff

April 26 - 30: At home testing for elementary staff, On site testing for secondary staff

Testing Location	Monday	Tuesday	Wednesday	Thursday	Friday
PUSD Health Clinic	8:00 - 9:30 2:30-3:30	8:00 - 9:30 2:30-3:30	8:00 - 9:30 2:30-3:30	8:00 - 9:30 2:30-3:30	8:00 - 9:30 2:30-3:30
Altadena			11:00-2:00		
Don Benito		11:00-2:00			
Field		11:00-2:00			
Hamilton			11:00-2:00		
Jackson				11:00-2:00	
Longfellow				11:00-2:00	

Madison					11:00-2:00
McKinley		11:00-2:00			
Norma Coombs		11:00-2:00			
San Rafael			11:00-2:00		
Sierra Madre ES					11:00-2:00
Washington					11:00-2:00
Webster				11:00-2:00	
Willard			11:00-2:00		
ECE		7:30-10:30			
FPA					11:00-2:30
Washington MS		11:00-2:30			
Sierra Madre MS			11:00-2:30		
Eliot MS				11:00-2:30	
Blair MS/HS			11:00-2:30		
Marshall MS/HS				11:00-2:30	
Muir HS					11:00-2:30
Pasadena HS		11:00-2:30			

Schedule:

11:00-11:45: Office and support staff

11:45-12:30: Nurses lunch

ELEMENTARY:

12:30-1:00: LEARNS staff, support staff

1:00 - 2:00: Teachers

SECONDARY:

12:30-2:30 Teachers

**Communication:**

Surveillance Testing (Asymptomatic Testing): Health Programs will send an email out to staff one week prior to their designated date for surveillance testing. Staff will have to register with the Color system prior to testing. The link to register for Color is:

<https://home.color.com/covid/sign-up/start?partner=cdph094>

Response Testing:

- If an employee is identified as a close contact, Human Resources staff will notify employees of possible exposure at the school site through email. Noticed staff members will receive an email explaining the process to schedule an appointment at a school site or the District Health Clinic.
- If a student is identified as a close contact, Health Programs staff will notify students and their families of possible exposure at the school site through a phone call or email. The student will also be contacted by the PPHD Contact Tracing Team.

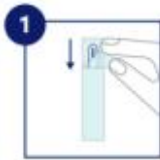
**Fact Sheet for Patients:**

Centers for Disease Control and Prevention (CDC) has issued this fact sheet with more information regarding PCR Tests and False Test Results.

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/Factsheet-for-Patients-2019-nCoV.pdf>

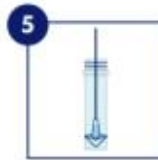
## Administering a Nasal Sample

### Providing a Nasal Swab Sample



**1** **Open the package with the swab.**

Peel open where indicated. Leave the swab in the package for now.



**5** **Put the swab into the collection tube.**

The soft tip of the swab that went into your nose should go into the tube first.

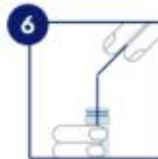
**Note:** The handle will be sticking out.



**2** **Unscrew the lid of the collection tube.**

Keep the lid somewhere you can easily find it.

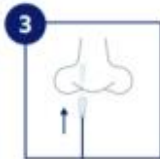
**Careful:** Don't spill the liquid inside the tube.



**6** **Snap the handle off.**

Holding firmly onto the tube, snap the handle off where it naturally bends.

**Careful:** Don't spill the liquid inside the tube.



**3** **Rotate the swab tip in the first nostril, 3 times.**

Pull swab out of its packaging and insert it into one nostril just until the soft tip is no longer visible. Rotate it in a circle around the inside edge of your nostril at least 3 times.

**Careful:** Don't touch the soft tip with your hands.



**7** **Screw on the top of the collection tube.**

You're almost done! Make sure the top is screwed on tightly.



**4** **Repeat in the other nostril, 3 times.**

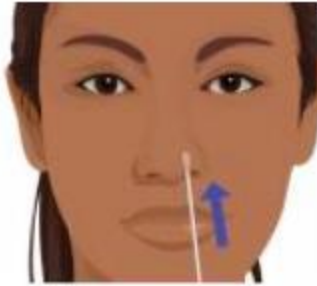
Use the same soft tip to repeat the previous step in the second nostril.



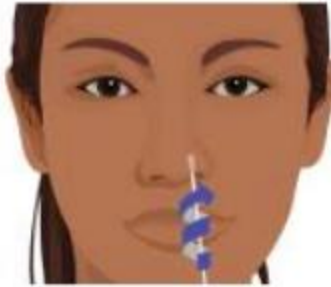
**8** **Put the tube into the specimen bag.**

Seal the bag by closing the ziplock seal.

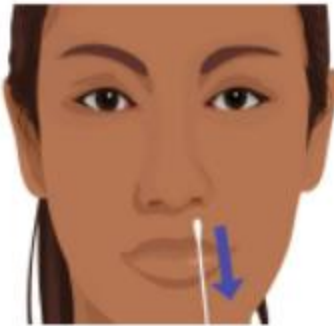
Insert the swab into your nostril. Do not insert it more than half an inch into your nostril.



Slowly twist the swab, rubbing it along the insides of your nostril for 15 seconds.



Gently remove the swab.



Using the same swab, repeat steps 4-6 in your other nostril.

